



County of King William, Virginia

**BOARD OF SUPERVISORS  
WORK SESSION MEETING OF OCTOBER 3, 2022 - 7:00 PM  
KING WILLIAM COUNTY ADMINISTRATION BUILDING  
KING WILLIAM, VIRGINIA**

**A G E N D A**

- 1. Call to Order**
- 2. Roll Call**
- 3. Review and Adoption of Meeting Agenda**
- 4. Work Session Matters**
  - a. Creating an Assessor's Office - Karena L. Funkhouser, Commissioner of the Revenue
  - b. Twice Per Year Personal Property Tax Payments - Percy C. Ashcraft, County Administrator / Karena L. Funkhouser, Commissioner of the Revenue
  - c. Proration of Personal Property Tax Discussion - Percy C. Ashcraft, County Administrator / Karena L. Funkhouser, Commissioner of the Revenue
  - d. Update Property Maintenance Ordinance to Comply with State Code - Sherry Graham, Director of Planning
  - e. FY24 Capital Projects - Percy C. Ashcraft, County Administrator
  - f. FY24 New Personnel Discussion - Percy C. Ashcraft, County Administrator
  - g. Discussion of Library Options - Percy C. Ashcraft, County Administrator
- 5. Board of Supervisors' Requests**
- 6. Closed Meeting (if needed)**
  - a. Motion to Convene Closed Meeting
  - b. Motion to Reconvene in Open Session
  - c. Certification of Closed Meeting
  - d. Action on Closed Meeting (if necessary)
- 7. Adjourn or Recess**

**NOTES REGARDING AGENDA:**

This agenda is tentative only and subject to change by the Board of Supervisors.

There is no Public Comment Period during Work Sessions.

During any Public Hearings, speakers shall be provided one opportunity of three minutes per individual or five minutes per group. Speakers shall provide their name, district of residence, and if applicable, the group they are representing. The Board of Supervisors may modify and/or set other rules governing the conduct of Public Hearings.

**Detailed instructions for viewing live-streams of meetings, signing up to speak via Zoom (registration required by noon on the day of the meeting), and general guidelines for Public Comment & Public Hearings are available from the [King William County website](#).**

## **AGENDA ITEM 4.d.**

Update Property Maintenance Ordinance to Comply with State Code - Sherry  
Graham, Director of Planning



King William County  
Est. 1702

Board of Supervisors

County Administrator

William L. Hodges, First District  
Travis J. Moskalski, Second District  
Stephen K. Greenwood, Third District  
C. Stewart Garber, Jr., Fourth District  
Edwin H. Moren, Jr., Fifth District

**DATE:** October 3, 2022  
**TO:** King William County Board of Supervisors  
**FROM:** Sherry Graham, Director of Planning  
**SUBJECT:** Changes to the Property Maintenance Code

### **REQUEST FOR ACTION**

- Provide guidance as to whether to move forward with the amendments to the current Ordinance relating to weeds, debris, and the adoption of the 2018 Virginia Maintenance Code. Also, review the removal of Section 14-232 or 74-201.1 relating to inoperative vehicles.

### **SUMMARY**

The County Ordinance has not been updated since 2000; therefore, updates need to be made to incorporate the changes made by the Virginia Department of Housing and Community Development and with the adoption of the 2018 Virginia Maintenance Code. Attached are the changes which are noted in red. The changes are made due to the USBC changes and are needed to correct code references and expedite enforcement time on violation notices. Staff will make every effort possible to work with someone that is working and progressing on the abatement of a violation.

### **BACKGROUND**

The USBC is currently adopted in the County Ordinance, which includes all property maintenance regarding existing buildings and structures. The County Ordinance does need to continue addressing exterior property issues such as trash and debris, weeds, and inoperative vehicles.

### **ATTACHMENTS**

- Current Property Maintenance Ordinance

180 Horse Landing Road #4 ● King William, Virginia 23086  
804-769-4927 ● fax: 804-769-4964  
[www.kingwilliamcounty.us](http://www.kingwilliamcounty.us)

**PROPOSED**

**KING WILLIAM COUNTY**

**PROPERTY MAINTENANCE CODE**

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**Sec. 74-201.1. Keeping of inoperative motor vehicles on property zoned for residential, commercial or agricultural purposes.**

- (a) It shall be unlawful for any person, firm, or corporation to keep, except within a fully enclosed building or structure, or otherwise shielded or screened from view from all adjacent properties and public rights-of-way by a person standing at ground level, on any property zoned for residential, commercial or agricultural purposes pursuant to chapter 86, zoning, of this Code, any motor vehicle, trailer or semitrailer as defined by Code of Virginia § 46.2-100, which is inoperative.
- (b) It shall be unlawful for any person, firm, or corporation on any property zoned R-C Rural Conservation, R-R Rural Residential or R-1 Suburban Residential pursuant to chapter 86, zoning, of this Code to keep more than one inoperative motor vehicle, trailer or semitrailer even if shielded or screened from view by covers, unless they are kept within a fully enclosed building or structure. Notwithstanding the forgoing, however, if the owner of such vehicle shielded or screened from view but not within a fully enclosed building or structure, can demonstrate that he is actively restoring or repairing the vehicle, the vehicle and one additional inoperative motor vehicle that is shielded or screened from view and being used for the restoration or repair may remain on the property.
- (c) As used in this section, an "inoperative motor vehicle" shall mean any motor vehicle, trailer or semitrailer which is not in operating condition, or, which for a period of 60 days or longer, has been partially or totally disassembled by the removal of tires and wheels, the engine, or other essential parts required for operation of the vehicle, or on which are displayed neither valid license plates nor a valid inspection decal.
- (d) The provisions of this section shall not apply to a business licensed by the county and regularly engaged in business as an automobile dealer, automobile repair facility, automobile salvage dealer, salvage dealer, or scrap processor, nor to trailers or semitrailers used for storage and located on property as accessory uses to active agricultural operations.
- (e) The owners of property zoned for residential, commercial or agricultural purposes shall, on and after the effective of the ordinance adopting this Code section, comply with the requirements of this section.
- (f) The county administrator, or the county administrator's designee, may remove or cause to be removed any inoperative motor vehicle, trailer or semitrailer stored in violation of this section whenever the owner of the premises, after 15 days' written notice, has failed to do so. In the event that the county administrator has removed or caused such a removal, he may, after giving an additional 15 days' written notice to the owner of such a vehicle and the owner of the premises, dispose of the vehicle. The cost of any such removal and disposal shall be charged to the owner of the premises or to the owner of the vehicle, and the treasurer shall collect such charges as taxes and levies are collected.
- (g) Every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle has been removed, the lien to continue until actual payment of such costs has been made to the county.
- (h) Failure to remove a vehicle when notified to do so within the time specified for removal shall constitute a misdemeanor, punishable by a fine of not more than \$500.00, and each day that any such violation shall continue shall constitute a separate offense.

(Ord. No. 15-12(R)(1), 11-23-2015)

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Secs. 14-103—14-120. Reserved.

**ARTICLE III. PROPERTY MAINTENANCE CODE AND REGULATIONS<sup>1</sup>**

**DIVISION 1. GENERALLY**

**Sec. 14-121. Code adopted.**

The city's County's Property Maintenance Code shall be in accordance with the Virginia Maintenance Code ~~BOCA National Property Maintenance Code~~, as adopted by the County.

Secs. 14-122—14-140. Reserved.

**DIVISION 2. ADMINISTRATION<sup>2</sup>**

**Sec. 14-141. Failure to maintain property or structures.**

The failure to maintain property and/or structures, residential and nonresidential, including surrounding areas, shall constitute violations of the property Virginia Maintenance Code.

(Ord. of 1-24-2000, § 4-3.7.1)

**Sec. 14-142. Enforcement of article provisions.**

- ya) Notice of failure to maintain shall be given to the owner or occupant by **first class mail**, certified mail, or personal delivery by a County official. The ~~first~~ notice, if not an immediate health, safety or welfare issue, shall allow ~~60~~ **30** days for compliance. ~~If at the end of 60 days, a second and final notice shall be given for an additional 15 days for compliance.~~ The allowable time for emergency correction notices shall be at the code official's discretion. If the owner or occupant fails to comply with this order, the code official shall contract with available sources to abate the violations, and all costs incurred shall be the responsibility of the owner of such property. Such costs and expenses incurred shall be collected by the county as taxes and levies are collected. Every charge to the owner, which remains unpaid, shall constitute a lien against such property on a parity with liens for unpaid taxes.
- yb) The county may as an alternative, issue a summons for abatement of the violations in subsection (a) of this section.
- yc) This section is in addition to the ~~BOCA National Property~~ **Virginia** Maintenance Code.

(Ord. of 1-24-2000, § 4-3.7-1.1)

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<sup>1</sup>State law reference(s)—Nuisances, removal of buildings, etc., Code of Virginia, § 15.2-900 et seq.; Virginia Uniform Statewide Building Code, Code of Virginia, § 36-97 et seq.

<sup>2</sup>Cross reference(s)—Administration, ch. 2.

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**Sec. 14-143. Penalties for violation of property maintenance code.**

Violations of the property **Virginia Maintenance Code** shall be punishable as provided in Code of Virginia, § 36-106.

(Ord. of 1-24-2000, § 4.3-7.2)

**Secs. 14-144—14-160. Reserved.**

*DIVISION 3. AMENDMENTS*

**Sec. 14-161. Future amendments.**

Future amendments for this article shall change automatically with the Virginia Uniform Statewide Building Code, as adopted by the State Board of Housing and Community Development (VCHD) per Code of Virginia, § 36-97 et seq., and shall become effective concurrently with the USBC Amendments.

(Ord. of 1-24-2000, § 4-3.25)

**Sec. 14-162. Scope of county authority.**

Local governments have not been given authority to amend the provisions of the USBC.

(Ord. of 1-24-2000, § 4-3.26)

**Secs. 14-163—14-180. Reserved.**

*DIVISION 4. OPERATIONAL REGULATIONS*

**Subdivision I. In General**

**Sec. 14-181. Definitions. (Remove Section, Located in the Virginia Maintenance Code)**

**Subdivision II. Administration<sup>3</sup>**

Section 14-201. Scope and intent of division. (Remove Section, Located in the Virginia Maintenance Code)

Section 14-202. Saving clause. (Remove Section, Located in the Virginia Maintenance Code)

Section 14-203. Duties and powers of the code official. (Remove, Located in the Virginia Maintenance Code)

Section 14-204. Violations. (Remove Section, Located in the Virginia Maintenance Code)

Section 14-205. Notices and orders. (Remove Section, Located in the Virginia Maintenance Code)

Section 14-206. Emergency measures. (Remove Section, Located in the Virginia Maintenance Code)

(Supp. No. 23)

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Section 14-207. Means of appeal. (Remove Section, Located in the Virginia Maintenance Code)

Sec. 14-202. Saving clause. (Remove, Located in the Virginia Maintenance Code)

Sec. 14-203. Duties and powers of the code official. (Remove, Located in the Virginia Maintenance Code.)

Sec. 14-204. Violations. (Remove, Located in the Virginia Maintenance Code)

Sec. 14-205. Notices and orders. (Remove, Located in the Virginia Maintenance Code)

Sec. 14-206. Emergency measures. (Remove, Located in the Virginia Maintenance Code)

Sec. 14-207. Means of appeal. (Remove, Located in the Virginia Maintenance Code)

### Subdivision III. General Requirements

Sec. 14-231. Exterior property areas.

- a) **Scope.** The provisions of this article shall govern the minimum conditions and the responsibilities of persons for maintenance of exterior property.
- b) **Responsibility.** The owner of the premises shall maintain the exterior property in compliance with these requirements. A person shall not occupy as owner-occupant or permit another person to occupy premises which do not comply with the requirements of this article.
- c) **Vacant land.** All vacant premises thereof or vacant land shall be maintained in a clean, safe, secure, and sanitary condition as provided in this section so as not to cause a blighting problem or adversely affect the public health or safety.
- d) **Sanitation.** All exterior property and premises shall be maintained in a clean, safe, and sanitary condition. The occupant shall keep that part of the exterior property, which such occupant occupies, or controls in a clean and sanitary condition.
- e) **Grading and drainage.** All premises shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon. Exception: Water retention areas and reservoirs approved by the code official.
- f) **Sidewalks and driveways.** All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.
- g) **Weeds.** All premises and exterior property shall be maintained free from weeds or plant growth in excess of ten inches (254 mm). All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants, and vegetation, other than trees or shrubs; provided, however, that this term shall not include cultivated flowers and gardens.
- h) **Rat harborage.** All exterior property shall be kept free from rat infestation. Where rats are found, they shall be promptly exterminated by approved processes, which will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation.

**Accumulation of grass or weeds.** It shall be unlawful for any person responsible for real property within the County, including the area adjoining such property extending to the paved portion of the roadway, to permit the accumulation of grass or weeds. Grass or weeds exceeding a height of ten (10) inches on such property within one hundred fifty (150) feet of any building shall be considered detrimental to the health, safety, peace, good order, comfort, convenience, morals, or general welfare of the citizens of the

County. Grass or weeds exceeding a height of ten (10) inches, regardless of their location, shall be presumed to be detrimental to the health, safety, peace, good order, comfort, convenience, morals, or general welfare of the citizens of the County.

This section shall not apply to farm land, unless such farm land is within one hundred (150) feet of a structure of another owner on an adjacent tract or parcel of land.

Sec. 14-232. Motor vehicles.

- a) Keeping of inoperative motor vehicle or trailer. Except as provided for in subsection (b) of this section, not more than one currently unregistered or uninspected motor vehicle or trailer shall be parked, kept, or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

- b) Keeping of more than one inoperative motor vehicles or trailers. It shall be unlawful for any person, firm or corporation to keep more than one inoperative motor vehicle or trailer, except within a fully enclosed building, structure or screened from view by fence not less than six feet in height. The fence shall be of approved fencing material to fully screen vehicles from public view on any property zoned for residential, commercial or agricultural purposes, any motor vehicle or trailer, as such are defined in Code of Virginia, § 46.2-100, which is inoperative. As used in this section, an inoperative motor vehicle shall mean any motor vehicle which is not in operating condition; or which, for a period of 30 days or longer, has been partially or totally disassembled by the removal of tires and wheels, the engine or other essential parts required for operation of the vehicle or on which there are displayed neither valid license plates nor a valid inspection decal. Use of tarps, or the like shall not constitute correction of the violation.
- c) ~~Removal of inoperative motor vehicles. The owners of property zoned for residential, commercial or agricultural purposes shall, within 60-30 days after receiving written notice from the county, remove therefrom any such inoperative motor vehicles or trailers that are not kept within a fully enclosed building, structure or screened from public view by a fence. If at the end of 60-30 days, a second and final notice shall be given for an additional 15 days. Upon failure to remove such vehicles after final notice, the county through its agents or employees, shall remove such inoperative motor vehicles or trailers. If the county removes any such motor vehicles or trailers, the county may dispose of such motor vehicles or trailers after giving 15 days' notice to the owner of the vehicle. The cost of any such removal and disposal shall be chargeable to the owner of the vehicle who shall be primarily responsible for such cost. If the county cannot collect from the owner of the vehicle, the owner of the premises shall be responsible for the cost. Such cost may be collected by the county as taxes and levies are collected. Every cost authorized by this section with which the owner of the premises has been assessed shall constitute a lien against the property from which the vehicle was removed, the lien to continue until actual payment of such costs has been made to the county. The county may, as an alternative, issue a summons for abatement of these violations.~~

Sec. 13-190. Disposal of vehicle.

Any vehicle removed by the County from any property may be disposed of in accordance with the provisions of County Code.

(Ord. of 1-24-2000, § 4.5-13)

Sec. 14-233. Rubbish and garbage.

- a) Accumulation of rubbish and garbage. All exterior property and premises, shall be free from any accumulation of rubbish and garbage.
- b) Disposal of rubbish. Every occupant of a premises shall dispose of all rubbish in a clean and sanitary manner by placing such rubbish in approved containers.
- c) Rubbish storage facilities. The owner of every occupied premises shall supply approved covered containers for rubbish, and the owner of the premises shall be responsible for the removal of rubbish.
- d) Disposal of garbage. Every occupant of a premises shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage containers.
- e) Garbage facilities. The owner of every premises shall supply an approved leakproof, covered, outside garbage container.

Accumulation rubbish or garbage. It shall be unlawful for any person responsible for real property within the County, including the area adjoining such property extending to the paved portion of the roadway, to permit the accumulation of rubbish or garbage.

Upon the failure, neglect or refusal of any person responsible for real property to keep the property free of rubbish or garbage, the Director of Planning is authorized to have the rubbish or garbage removed by County forces or by contract; and the actual cost of such removal, plus a charge for administrative costs of one hundred fifty dollars (\$150.00) shall be charged to such person to whom the notice was directed.

Sec. 14-234. Extermination.

- a) Infestation. All premises shall be kept free from insects and rat infestation. All premises in which
- b) insects or rats are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation.
- c) Owner. The owner of any premises shall be responsible for extermination prior to renting or leasing the premises.
- d) Occupant. The occupant of a premises shall be responsible for extermination on the premises. The occupant of any premises shall be responsible for the continued rat free condition of the premises, and if the occupant fails to maintain the rat free condition, the cost of extermination shall be the responsibility of the occupant.



## **AGENDA ITEM 4.e.**

FY24 Capital Projects - Percy C. Ashcraft, County Administrator

**KING WILLIAM COUNTY**  
**FY2024 DEPARTMENT CAPITAL REQUESTS**  
**DEADLINE FOR REQUEST 9/15/22**

<u>REQUESTOR</u>	<u>PROJECT</u>	<u>DESCRIPTION</u>	<u>ESTIMATE COST</u>
County Administrator Percy Ashcraft	DSS & VDH	Design and Construct new building	
	HHMS RECREATION AREA	Upgrades	
	RECREATION PARK	Reconfigure parking scheme	
	ZOAR & SANDY POINT	Upgrades	
	LIBRARY	Design and Construct new building	
	COURTHOUSE COMPLEX	Design village layout between old and new courthouse	
	JOINT GARAGE	Design and build joint county&school garage	
	"GREEN SPACE" ON RT 30	Design plan to turn green space in front of old courthouse into a park	
	NEWPORT NEWS PROPERTY	Design plan to utilize	
	STATION 1 PARKING/ELECTION	Paving of Station 1 parking lot for election compliance	
General Properties Franky Reed	VEHICLE	Replace of F150 2WD Pick Up	\$ 40,000
		Custodians Vehicle	Veda's old one?
		Park Maintenance	Franky's old one?
	HISTORIC COURTHOUSE	Repair and renovate the interior walls of the "old jailhouse" Plaster is peeling off the walls	\$ 80,000
	HISTORIC MUSEUM BLDG	Waterproofing/Dehumidifying of basement	\$ 50,000
	360 COMPLEX STATION 1	Pavement for parking area	\$ 300,000
	COURTHOUSE	HVAC Replacements	\$ 50,000
		Roofing	\$ 100,000
		Resealing of pavement	\$ 50,000
		Carpet replacement in Sheriff's Office area	\$ 40,000
		Painting Sheriff's Office area	\$ 3,000
		Next 3-5 years replacement of (2) Emergency Recovery Units -HVAC system	\$ 60,000
	JUVENILE BLDG	Painting of exterior building	\$ 2,000
	BALLPARK	Field #4-infield dirt and material need to renovate	\$ 10,000
		Remodeling interior & painting exterior of the Community Rec room	\$ 10,000
			\$ 30,000
		Culvert pipe and gravel for large, deep ditch along the side of the entrance road near the rear of the Comm Bldg	\$ 4,000
	ADMIN BLDG	Masonry repairs	\$ 40,000
		Carpet and renovating of the Board Room	\$ 80,000
	EQUIPMENT	Lawn mower for cutting grass on fields -HHMS	\$ 20,000
		Dump trailer for hauling material to multi locations	\$ 20,000
Trailer hitches for the (2) existing vans		\$ 600	
Ladder racks for (2) existing vans		\$ 1,800	
Power rake attachment for tractor to work the ballfields, soccerfields and youth football fields		\$ 6,000	
MAINTENANCE DEPT OFFICE/ STORAGE			
Utilities Josh Sluder	WATER PROJECT	On going	
Commissioner of Revenue Karena Funkhouser	COUNTER TOP REPLACEMENT		
VJCCA Veda Frazier	ADDITIONAL OFFICE SPACE		
Regional Animal Shelter Lauri Betts	RAS	Install fire suppression system	
		Isolation room	
		Renote to provide laundry and dish washing location separate from the current kitchen which is used for food prep, sterilized hardware and clean bedding storage	
		Install carport cover over the sally port	

REQUESTOR	PROJECT	DESCRIPTION	ESTIMATE COST
Sheriff/E911/Animal Control Sheriff Walton	VEHICLES	(2) Interceptors	\$ 124,000
		Crime Scene Vehicle	\$175-200k
	E911 UPGRADE	upgrade to Emergency Medical Dispatch (EMD)	\$ 75,000

Building Matt Melton	SOFTWARE	operating software for building department with customer portal	
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Parks & Recreation Manager Kayla Huffman	PARK PAVING	Hill Group discussion	
	PARKING BUMPERS	For the Park and Community center to help with parking and traffic control	\$ 22,000
	DOG PARK	Water line and water fountain request as water source for dogs and their owners to utilize when at the facility, will help cut down on trash and litter	\$ 12,000
	SOCCER FIELD FIELD 4	will extend the amount of time these fields can be utilized for practice and games	\$ 300,000
	REC PARK BATHROOMS	Doors for bathrooms with keypad locks	\$ 8,000
	PORTABLE STAGE	Music in the Park events and additional community special events	\$ 25,000

Fire & EMS Chief Stacy Reaves	TURN OUT GEAR		\$ 30,000	
	BRUSH TRUCK		\$ 260,000	
	VEHICLES	Command Vehicle		
		Water Rescue - 2026		
		Tanker- 2028		
		Medic - 2026		
		Ladder Truck		
FIRE HOUSE BUNKROOM	Buildout and Renovation			

Liz Bartol	EOC	WIFI	TBD
		Phones - Hardware and lines (4 lines)	TBD
		Printer, Scanner, Copier and Fax	\$ 1,307
		Laptops	TBD
		Broadband Backup	TBD
		Antenna and relay for cell coverage	
			EOC \$ 13,086
			Station \$ 16,680
		Independent switch, access	TBD
		Monitors, keyboards, and mice	\$ 870
		Software Applications	TBD
		Electronic Door Entry	TBD
		White Boards	COMPLETED
		TV	COMPLETED
		UHF Antenna	\$ 100
		Satellite Phone (wiring)	\$80/month
		Public Service Radio Antenna&Remove Install	TBD
		Tables and chairs for common space	\$ 3,670
		Organization Cabinet Space	\$ 1,071
		Labels and signage	\$ 440
		Inspection- hood and suppression	\$ 300
		Cleaning commercial equip	\$ 350
		Kitchen upgrades and cleaning	\$ 1,357
		Podium	\$ 66
		Covers for windows	\$ 1,589
		Toilet replacement (4)	\$ 1,000
		Double door entry (from bay)	\$ 740
		Rehand Kitchen door and secure	TBD
		Roll down for kitchen (physical security)	\$ 3,422
		Generator-upgrade to total building	TBD
		Drops for IT cables	TBD
		Replace stove in kitchen	TBD
		Power supply through ceiling	\$ 460
Outlets added to walls (x4)	\$ 151		
County Maps	no cost		

**REQUESTOR**Deputy Clerk  
Chris Branch

<b>PROJECT</b>	<b>DESCRIPTION</b>	<b>ESTIMATE COST</b>
RECORDS MANAGEMENT	LaserFiche/MCCi scanning old and existing records	\$ 25,000
	implement records management software	\$ 40,000
FOIA PRODUCT	allow public to request and receive records immediately online	\$4,000 /month

Information Technology  
Travis Wolfe

FOUR SWITCHES		
END OF LIFE EQUIP	(5) Laptops	
	(5) Wireless access points	
UPGRADES	phone system	
SERVERS	RAM and storage	

Human Resources  
Nita McInteer

SALARY STUDY		
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## **AGENDA ITEM 4.f.**

FY24 New Personnel Discussion - Percy C. Ashcraft, County Administrator

**KING WILLIAM COUNTY  
 FY2024 DEPARTMENT NEW PERSONNEL REQUESTS  
 DEADLINE FOR REQUEST 9/15/22**

**REQUESTOR**

**PERSONNEL REQUEST**

County Administrator Percy Ashcraft	Reclassify certain Managers to Directors
	Reclassify Deputy Clerk to Clerk of the BOS
	(1) Planner Position
	(1) Park Maintenance Supervisor
	(1) Utilities Coordinator
	(1) Assessor
	(1) Economic Development staff
General Properties Franky Reed	(1) Maintenance Person for the HHMS Field
Utilities Josh Sluder	none
Commissioner of Revenue Karena Funkhouser	(1) Appraiser@ \$55,000 OR
	(1) COR Deputy @ \$36,000
VJCCCA Veda Frazier	(1) part-time clerical
Regional Animal Shelter Lauri Betts	Reclassify current FT Technician to Supervisor
	(1) FT Program Coordinator
Sheriff/E911/Animal Control Sheriff Walton	none
Parks & Recreation Manager Kayla Huffman	increase salary of Recreation Specialist \$33,109 to \$36,000 to be more in line with other localities
Deputy Clerk Chris Branch	part time Admin Assistant
Fire & EMS	funding source for the \$478,000 that has been funded in FY22 and FY23 from ARPA funds (7) FTE
Information Tech Travis Wolfe	hire current PTE as FTE